



Moving on Project Counselling Task Description

Role title: Counsellor

Principal Functions:

- To work with 11 to 25 year olds in confidence on any issue that they bring
- To help a young person make positive changes in their lives
- To adhere to the BACP ethical framework
- To be non-judgmental, empathic and understanding

Duties:

- To commit to both your clients and supervision (clinical and managerial) and continue with professional development
- To respect confidentiality in line with Moving on Project policies
- To be able to refer a young person to external services with guidance from the Moving on Project Manager
- To commit to ongoing training
- To be flexible in regards to working to the young person's agenda
- To offer short-term interventions usually lasting no longer than 6 weeks

Additional tasks:

- To work with the young person and help them identify their needs, make informed choices about their lives
- To complete monitoring forms, reviews and CORE
- To attend regular supervision in line with BACP guidelines
- To attend an initial induction and training session
- To keep up to date with relevant new information provided by the Moving on Project and No Limits
- To read and abide by the organisation's policies and guidelines, especially safeguarding

Reporting to: Moving on Project Manager

Hours: By arrangement.

Training & Supervision:

- Induction training
- Three monthly Management supervision as a minimum
- Clinical group supervision every fortnight
- Counselling gathering 3 times a year
- Ongoing training

Dress Code:

- Smart but casual
- A volunteer identification badge must be worn at all times

Note:

- The Moving on Project operates a **no** smoking policy in all of its premises and when working with young people in the community
- Volunteers must inform the Moving on Project Manager of any changes in personal circumstances that may impact on their counselling e.g. criminal conviction, medication, etc and agree to a regular police check
- *This agreement is in honour only and is not intended to be a legally binding contract of employment*